## INSTRUCTIONS ON OBTAINING ONLINE INCOME TAX INFORMATION FOR 2021

## To obtain real estate, vehicle and business/personal property information:

- 1. Copy and paste this link into your browser and hit enter: <u>https://www.mytaxbill.org/inet/bill/home.do?town=canton</u>
- 2. Click on the circle to the left of IRS Payment Records for Year 2021.
- 3. Place your cursor in the box under Enter the search criteria below: and type in your last name a space and a couple letters of the first name you are searching, then click Search.
- 4. Scroll down and **click in the white box to the right of IRS** located on the light green bar (this will place a check mark to all applicable accounts). Next click the **View IRS** button located above IRS. The next page will give you a listing of the payments made in that name in 2021.
- 5. If you need to search other names, repeat steps 3 and 4.

## To obtain sewer usage information:

- 1. Copy and paste this link into your browser and hit enter: https://www.mytaxbill.org/inet/bill/home.do?town=canton&search=2
- 2. Click on the circle to the left of IRS Payment Records for Year 2021.
- 3. You must have your bill number or unique ID from your bill to look this up, as utility bills are not public information.
- 4. Once you enter the number(s), click Search. Scroll down and click on the **first icon under Options for each bill** (looks like an i with a circle around it). Scroll down and look at the dates under PAY DATE for each bill.